

PORT EDWARDS PUBLIC SCHOOLS

Board of Education Policy

BLACKHAWK HONOR AWARD

The Board of Education recognizes that volunteerism is an integral part of the success of the Port Edwards School District.

The Blackhawk Honor Award program is intended to recognize extraordinary donations of time and talents to the students of the Port Edwards School District.

The Board of Education will authorize adequate funding for the annual awards.

The program shall operate in accordance with established procedures.

CROSS REFERENCE: 191 – Rule, Blackhawk Honor Award Guidelines
191 – Exhibit, Blackhawk Honor Award Nomination Form

Adopted: 04/11/00
Reviewed:
Revised: 12/08/03

BLACKHAWK HONOR AWARD GUIDELINES

1. Committee Structure
 - A. One school board member – to be chosen at annual reorganization meeting
 - B. Three community members – first three volunteers responding to announcement in spring newsletter
 - C. One school staff member – first volunteer responding to announcement in spring newsletter
 - D. New committee to be selected annually.

2. Candidate Eligibility
 - A. Nominations may be submitted by any district resident, district staff member, or JEHS alumnus.
 - B. Anyone who has contributed to the welfare of the Port Edwards School District through volunteer work in the schools (donation of time or talents) is eligible.

3. Criteria for Selection
 - A. Nominations will be evaluated by committee on the basis of the nominee(s) having gone above and beyond normal duties of instruction and/or support, and having made contributions of leadership and guidance.
 - B. Eligibility will not be considered based on financial contributions alone.

4. Timeline for Nomination & Selection
 - A. Committee will be named in May of each year.
 - B. Announcements will be published in the district newsletter in the Back-to-School and November issues.
 - C. Nominations must be submitted by December 1 of each year.
 - D. Committee will meet to review and evaluate applications in December and January of each year.
 - E. A maximum of three award recipients will be chosen each year.
 - E. Presentation of award(s) will be made at the annual Staff Appreciation Banquet.

5. Award Description
 - A. A header will be on display in the high school bus lobby →

Port Edwards School District BLACKHAWK HONOR AWARD

 - B. Individual award format will be selected by the initial committee.
 - C. Nomination forms for the selected candidates will be kept in a binder in the Middle/High School Library.

Port Edwards School District Blackhawk Honor Award

NOMINATION FORM

The Port Edwards School District is seeking nominations from community members for the recognition of any individual, past or present, that has made extraordinary contributions of time, effort, and/or talents toward the betterment of the Port Edwards Schools. Nominations will be reviewed on an annual basis to avoid duplication. Award recipients will be recognized at the Staff Appreciation Banquet on _____ at _____ p.m.

The school district realizes the value of all the various activities and contributions that take place each day which make our schools a better place. We hope this honor will assist the community in recognizing the good things that individuals are doing for the benefit of our students.

If you wish to submit a nomination, please complete the bottom of this page and the accompanying form, and return by December 1 to the Administrative Office, Port Edwards School District, 801 Second Street, Port Edwards, WI 54469. If you have questions, please call Committee Chairperson, _____.

I wish to nominate the following person for induction onto the Port Edwards School District Blackhawk Honor Wall:

Name: _____

Nominator's Signature: _____

Nominator's Address: _____

Nominator's Phone #: _____



